CONTRACT #5 RFS # 331.11-035

Department of Education

VENDOR: SAS Institute, Inc.

RECEIVED

MAY 0 9 2006

FISCAL REVIEW



STATE OF TENNESSEE DEPARTMENT OF EDUCATION

6th FLOOR, ANDREW JOHNSON TOWER 710 JAMES ROBERTSON PARKWAY NASHVILLE, TN 37243-0375

LANA C. SEIVERS, Ed.D. COMMISSIONER

To:

Ms. Leni Chick, Fiscal Review

From:

PHIL BREDESEN

GOVERNOR

Lana C. Seivers, Commissioner

Date:

May 9, 2006

RE:

Request to appear before Fiscal Review Committee

Please consider the enclosed request to appear before the Fiscal Review Committee to answer any questions regarding the proposed Non-Competitive Amendment to FA-05-16315-00 - Contract with SAS Institute, Inc.

The proposed amendment will increase the number of research days, that were provided through the original contract, to address any data analysis needs for the USDOE as well as the addition of deliverables for data analysis, reporting, and calculations of Annual Yearly Progress as mandated by the No Child Left Behind Act. The proposed amendment will also allow for the provision of data analysis and support for the special education portfolio assessments.

Thank you for your consideration to our request.

REQUEST: NON-COMPETITIVE AMENDMENT

APPROVED	
Commissioner of Finance & Administration	
Date:	

	EACH REQUEST ITEM BELOW <u>MUST</u> BE DETAILED OR ADDRESSED <u>AS REQUIRED</u> .									
1)	RFS#	331.11-035-05								
2)	State Agency Name : Department of Education									
		EXISTING CONTRACT INFORMATON								
3)	Service Caption : Student Assessment									
4)	Contractor: SAS Institute, Inc.									
5)	Contract #	FA-05-16315-00								
6)	Contract Start Date :		January 1, 2005							
7)	Current Contract End Date IF all Options to Extend the Contract are Exercised : December 31, 2009									
8)) <u>Current</u> Total Maximum Cost IF <u>all</u> Options to Extend the Contract are Exercised : \$5,668,999.80									
		PROPOSED AMENDMENT INFORMATON								
9)	Proposed Amendment #		01							
10)	Proposed Amendment Ef (attached explanation requi	fective Date : red if date is < 60 days after F&A receipt)	June 1, 2006							
11)	Proposed Contract End D	ate IF <u>all</u> Options to Extend the Contract are Exercised :	December 31, 2009							
12)	Proposed Total Maximum	Cost IF <u>all</u> Options to Extend the Contract are Exercised :	\$8,530,999.40							
13)	Approval Criteria : (select one)	use of Non-Competitive Negotiation is in the best interest	of the state							
		only one uniquely qualified service provider able to provi	de the service							
14]	14) Description of the Proposed Amendment Effects & Any Additional Service :									
inc	This amendment will add five (5) deliverables that are considered a natural progress of existing services. It will also allow for an increase in the number of days available for special research. The total for this amendment is \$2,861,999.60. Federal grants will cover \$2,005,000 with \$856,999.60 coming from state funds.									
Th	This amendment includes the following:									

Amend deliverable nine (9) to provide an additional 60 days of research in order to address any data analysis needs required for USDOE reporting. The original cost of \$55,000 for thirty (30) days at a per day rate of \$1,833.33 has been reduced to a per day rate of \$1,825 at a maximum of \$164,250 per year. The additional cost per year is \$109,500, over four (4) years for a total addition of \$438,000 to be paid from state funds. The additional state funds requested in the amount of \$418,999.60 are due to an undercalculation of funds in the first and last years of the contract. The original annual dollar amount was divided in half to determine the original funding requirements. This calculation did not take into consideration the actual deliverable due dates. Add the following deliverables with the associated costs: Ten (10), provides data analysis and calculations to support the TDOE Report Card; this deliverable is at no cost to the state. Eleven – thirteen (11-13), provide data analysis, reporting and calculations of Annual Yearly Progress (AYP) as mandated by the No Child Left Behind Act (NCLB) on all state assessments. The combined cost for these three deliverables is \$390,000 per year, for a five (5) year total of \$1,950,000 to be paid from federal funds. Fourteen (14), provides data analysis and support for Special Education Portfolio Assessments to include AYP calculations and projections for the Tennessee Value Added Assessment System. The cost of this deliverable is \$11,000 per year for a five (5) year total of \$55,000 to be paid from federal funds. 15) Explanation of Need for the Proposed Amendment: TDOE is required to report AYP to USDOE by July 1 each year. The calculations for AYP include participation and proficiency for over 500,000 students in grades 3-8 each year. These calculations require comparison of student scores from previous years test results, analysis of student scores and projections for future expectations. School and System summary analysis as well as disaggregated analysis are also required across all available demographic information, including gender, ethnicity, economic status, and special education status. After the calculations are reported, schools are given two weeks to appeal their AYP status regarding proficiency and participation percentages. If they have not met the guidelines, the appeal gives them an opportunity to change their status. Changes are based upon information that was miscoded on student answer documents, i.e. special education status. Once appeals are completed, the vendor must recalculate the data. New results are then reported to USDOE and the public prior to the start of school in August. The state does not have the resources to conduct the calculations and analysis of the magnitude involved in the timelines allowed. 16) Name & Address of Contractor's Current Principal Owner(s): (not required if proposed contractor is a state education institution) SAS Institute, Inc.; SAS Campus Drive, U-4114, Cary, NC 27513 17) Documentation of Office for Information Resources Endorsement: (required only if the subject service involves information technology) Documentation Attached to this Request select one: Documentation Not Applicable to this Request 18) Documentation of Department of Personnel Endorsement: (required only if the subject service involves training for state employees) Documentation Attached to this Request Documentation Not Applicable to this Request select one: 19) Documentation of State Architect Endorsement : (required only if the subject service involves construction or real property related services) Documentation Attached to this Request Documentation Not Applicable to this Request select one: 20) Description of Procuring Agency Efforts to Identify Reasonable, Competitive, Procurement Alternatives : The state negotiated the costs of these new services with the vendor. The costs for all deliverables are at the same or lower costs than similar deliverables provided in the current contract. The state has confirmed that the cost of analysis to Tennessee is significantly lower than similar work being done by this vendor in other states. The state pays a flat fee for each of the Value Added Deliverables. In other states, SAS charges \$2.50 per student and \$25,00 per teacher for the same and/or similar services. See attached Services Specification Form. SAS provides in kind services to the state of Tennessee. These services include TVAAS, AYP, research, and data compilation for the

state Report Card. In 2004/2005 we tested a total of 1,121,302 students through state assessments. We have approximately 40,000 teachers therefore, for Tennessee these rates would be the equivalent of \$3,803,255 per year. The contract cost for the Value Added

2

deliverables is \$1,078,799.80 this is a savings of \$2,724,455.20. The AYP calculations for other states would cost the same \$2.50 per student, for Tennessee this would be an additional \$2,803,255.00. This amendment will add an additional \$390,000 per year for a savings of \$2,404,255.00. Customized analyses/research for other states is \$2,000 per day, the state pays a reduced rate of \$1,825 per day, for a daily savings of \$175 and a maximum savings of \$15,750. The data for the report card, a value of \$20,000 is given to the state at no charge. The total annual value to the state of Tennessee for these in-kind services is \$5,164,460.20.

21) Justification for the Proposed Non-Competitive Amendment:

The federal assessment grant, of \$7.4M depends upon the accurate and consistent reporting of data for the state. The credibility of SAS in providing data that is reliable and equated from year to year gives us a proven track record in continuing to utilize their services as the need for additional analysis and reporting arises from ever changing federal requirements. They have provided a federally recognized end result through a methodology the state has utilized since 1991 in providing reliable analysis of TVAAS data in accordance with Tennessee Code Annotated.

The addition of AYP calculations to the existing analysis conducted by SAS is considered a natural progression of services. The state has an established and secure mechanism in place for transferring assessment data to SAS through the existing contract. Adding AYP calculations to the existing contract will ensure the consistent use and reporting of data, as well as continued security of student level information. The integrity of the data provided through SAS has been consistently approved by USDOE in reviewing reports provided by the state.

The No Child Left Behind Act (NCLB), implemented in 2004 requires reporting of AYP calculations related to student, school and system level growth towards proficiency as established by the state. The state reports three levels of proficiency, Advanced, Proficient and Below Proficient. These levels were established through a standard setting procedure utilizing Tennessee educators to review the content knowledge required to score at a proficient level on state assessments.

AYP calculations involve the use of data from state assessments, including student participation in assessments and student, school and system proficiency levels. The first two years required these calculations for grades 3, 5, 8 and high school and the state's intent had been to analyze the data and conduct the calculations within the department. Based on the difficulty of the calculations and turnaround of less than thirty (30) days, the state sought the guidance of SAS. SAS agreed to provide the calculations for no charge until the full implementation of the NCLB requirements. In 2006, the requirements expanded to include all grades, 3-8 and high school.

In addition, the federal legislation requires assessments to be developed and administered to students in Special Education. In August 2005, TDOE received clarification regarding these assessments and specifics pertaining to reporting their results to USDOE. These assessments require the same level of validity and reliability as well as reporting required by the state's other assessment programs. The analysis conducted and reported through the state report card provides for evaluation and projection of student scores. This amendment will allow for analysis and reporting for the Special Education Portfolio assessments.

As education continues to be a priority, the state faces new challenges each day in providing data to the federal government pertaining to the proficiency of students in Tennessee. SAS has proven consistency in the validity and reliability of data that they have provided; the state has consistently been approved by USDOE in regards to data that has been provided through their analysis.

REQUESTING AGENCY HEAD SIGNATURE & DATE:

(<u>must</u> be signed & dated by the <u>ACTUAL</u> procuring agency head as detailed on the Signature Certification on file with OCR— signature by an authorized signatory will be accepted only in documented exigent circumstances)

Lana C. Lines

Agency Head Signature

5/4/06

Date



SAS Campus Drive Cary, NC 27513 tel (919) 531 1075 fax (919) 677 4444 june.rivers@sas.com

SERVICES SPECIFICATION FORM

Pa	rt 1.A. Services Requested stomer to check applicable boxes)	ms in Part 1 for the Services desired.) Part 1.B. Customization/On-Site Consulting/Presentation Details (Customer to complete)						
Dis	strict/School Reports	Dates Needed:						
Те	acher Reports	Description:						
Pa	ssword-protected Web Reports							
Cu	stomized Analysis Reports	Contact for Tech	nnical Questions (name, phone, email):					
On	-Site Consulting/Presentation	_						
Pu	rchase Order No.							
			(optional)					
	Part 2.A. Rates for Service (Consultant to complete)	ces	Part 2.B. Estimated Completion Dates for Services (Consultant to complete)					
\$	District/School Reports @\$1.00 per student	per student						
\$	Teacher Reports per te @\$25.00 per teacher	eacher						
\$	Password-protected W @\$1.50 per student	eb Reports						
\$	Customized Analyses @\$2,000 per day per s	staff requirement						
\$.	On-Site Consulting/Pre @\$2,500 per day							
\$	On-Site Consulting/Pre Travel and Living Expe							
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Part 3. I	Rates Accepted (Customer to sign	n after Consultant co	ompletes Part 2 above):					
Customer:								
Ву								
Aut	norized signature							
Nar	ne (type or print)							
Title On	3							
UH								

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SAS and all other SAS Institute Inc. product or service names are registered trademarks or trademarks of SAS Institute Inc. in the USA and other countries. ® indicates USA registration. Other brand and product names are trademarks of their respective companies.

AMENDMENT # 01 TO CONTRACT FA-05-16315-00

This Contract, by and between the State of Tennessee, DEPARTMENT OF EDUCATION, hereinafter referred to as the State, and SAS INSTITUTE INC, hereinafter referred to as the Contractor, is hereby amended as follows:

1. Delete Attachment A in its entirety and insert the following in Section A:

SCOPE OF SERVICES

It is expressly understood that the following scope of services does not require the development of new software or modification to existing software to provide the services required by Tennessee statute to support the Tennessee Value-Added Assessment System.

1. The Contractor shall provide the capability to support the Tennessee Value-Added Assessment System (TVAAS). These deliverables represent a portion of the In Kind Contribution as defined in section E.15. Standard costs for these services are \$2.50 per student and \$25.00 per teacher. The contractor shall provide TVAAS services to include the following:

DELIVERABLE 1

a. To enable the estimation of system, school and teacher effects based upon data generated by the state-mandated tests administered in grades 3-8, High School Gateways, High School End of Course, Writing for grades 5, 8, and 11. The State will provide to the Contractor by January 30 of each year a list of that year's state-mandated tests, along with a file description for each test administered, and a timeline indicating anticipated delivery of electronic data from each test to be included in that year's reporting provided by the Contractor.

DELIVERABLE 2

b. To enable the estimation of system and school effects based upon data generated by the tests administered to determine college preparation.

DELIVERABLE 3

c. Refinement of the means for detecting potential breaches of data integrity ("filters") will continue in coordination with the Office of Evaluation and Assessment, Department of Education.

DELIVERABLE 4

d. Further evaluation of alternatives for standard setting will be considered in order to provide options for the Commissioner of Education and the State Board of Education in the setting of achievement standards.

DELIVERABLE 5

2. The Contractor shall conduct analyses of raw test scores necessary to ensure equated forms with previous years. The Contractor shall notify the State regarding results of analysis with any recommendations for any adjustment to scales for maintenance of consistency in equating test forms with previous years.

DELIVERABLE 6

- 3. The Contractor shall provide electronic reporting in the fall of each year of schooling effects resulting from analyses of tests administered in the summer, fall and spring of the previous school year. This reporting shall include the following:
 - a. System reports
 - b. School reports
 - c. Teacher reports

DELIVERABLE 7

4. The Contractor will develop procedures to provide forecasts of those individual students at risk of not meeting the state's standards in subsequent grades and subjects, including CRT's administered in grades 3-8, high school subjects, and college entrance requirements.

DELIVERABLE 8

5. The Contractor shall enable web delivery of annual TVAAS Reports. The Contractor shall deliver, in a web environment, analytic tools for diagnostic purposes as set forth in the Restricted Access section below. For all of the following services, the hardware, software and personnel will be provided by the Contractor. The services will be delivered in two categories: Public Access and Restricted Access.

Public Access. The TVAAS reports, which are required by state statute to be made publicly available, will be hosted on server(s) that will provide public access through linkage from the State's web site(s). The availability of access will be determined by the completion date of the necessary analyses and authorization by the Commissioner of Education. The Contractor will host a functional web site containing the most current TVAAS reports provided to the State under the Contract. The web site will be available to the general public through link(s) contained on applicable web page(s) maintained by the State

Restricted Access. Independently of the public access, other analytical results useful for diagnostic purposes as set forth in a-g below will be made available on a restricted access basis. These results will be web accessible with "drill down" capability. The Contractor will provide secure server(s) with access to be limited and controlled by authorizations provided by the Commissioner of Education. The Contractor will supply online the enrollment tools necessary for the above authorization. Contractor agrees to act reasonably to prevent unauthorized s access but makes no warranty or guarantee regarding impenetrability of the server(s).

The following would represent the hierarchy of the available reports:

- a. District level TVAAS reports
- b. District level gain by achievement reports
- c. School level TVAAS reports
- d. School level gain by achievement reports
- e. Presentation of individual student prior history with graphical and tabular options that will include both raw data and the most probable achievement level estimates of each student's scores. If appropriate data are supplied, projections as to the rate of progress necessary for students to meet future standards will be included.
- f. Projections of probability that students are on track to meet:
 - (i.) State standards in grades 3-8
 - (ii.) Gateway requirements
 - (iii.) High School End of Course Requirements
 - (iv.) Standards for admission to the State's universities
- g. Online access to individual student test scores and student projections.
- h. Report of comparable schools based on demographic information, with the ability to link to the Public Access information about each school listed.
- i. Compliance reports mandated by the No Child Left Behind Act, provided the State provides written specifications for compliance, including a web delivery of the report card information required by state and federal statute for the state, systems and schools.

DELIVERABLE 9

6. The Contractor shall conduct research studies for up to 30 days. The studies shall provide rigorous statistical analyses for research questions, defined by the Department, which will aid in the determination of effective policies and practices to facilitate improved rates of academic progress for Tennessee's students.

7. PERFORMANCE MEASURE:

The following describes quantitative, results-based, performance measures to evaluate successful completion of activities required by this contract. These measures are agreed by both parties to demonstrate results to be achieved.

The development, reporting, research, and services provided to the State Department of Education must provide appropriate data necessary to meet requirements specified in TCA 49-1-601, 602, 604, 606, 608, and 610 as described in the scope of services.

The design, completion, and delivery of a trend analysis. This analysis shall utilize the existing Tennessee achievement test database to generate trend lines from which determination can be made regarding the change (or lack thereof) in achievement levels by grade and subject area covering the period 1991-through the most recently administered 3-8 tests, as well as other analyses necessary to identify impediments and accelerators of student academic growth. The analyses shall provide data at the system as well as state level.

2. Delete A.6 in its entirety and replace with the following:

DELIVERABLE 9

- 5. The Contractor shall conduct research studies for up to 90 days. The studies shall provide rigorous statistical analyses for research questions, defined by the Department, which will aid in the determination of effective policies and practices to facilitate improved rates of academic progress for Tennessee's students. This deliverables represents a portion of the In Kind Contribution as defined in section E.15. Standard costs for research is \$2,000 per day.
- 3. Add the following to Section A:
 - 8. **DELIVERABLE 10:** The Contractor shall conduct review and analysis of all data generated by the state and federal-mandated tests administered through the Tennessee Comprehensive Assessment Program. The Contractor shall prepare the results of the analysis for inclusion in the State Report Card. These services are considered In Kind Contributions as defined in Section E.15 of the contract. Standard costs for this service is approximately \$20,000.
 - 9. The Contractor shall provide all data analysis to support and report all Annual Yearly Progress (AYP) calculations as mandated by the No Child Left Behind Act (NCLB). These deliverables represent a portion of the In Kind Contribution as defined in section E.15. Standard costs for these services are \$2.50 per student and \$25.00 per teacher. These services shall include the following:

DELIVERABLE 11

a. Enable the calculation of system and school progress based upon data generated by the state-mandated tests administered in grades 3-8, High School Gateways, Writing for grades 5, 8, and 11. The State will provide to the Contractor by January 30 of each year a list of that year's state-mandated tests, along with a file description for each test administered, and a timeline indicating anticipated delivery of electronic data from each test to be included in that year's reporting provided by the Contractor.

The following represents the calculations to be reported:

- i. Calculations as to the rate of progress necessary for students to meet future standards for the Growth Model Amendment for NCLB.
- Calculations for determination of participation and proficiency requirements of NCLB.
- iii. Calculations for the determination for Safe Harbor as required by NCLB.

iv. Delivery of preliminary school classification and notification report.

v. Compliance reports mandated by the No Child Left Behind Act, provided the State provides written specifications for compliance.

DELIVERABLE 12

b. Refinement of the means for detecting potential breaches of data integrity ("filters") will continue in coordination with the Office of Assessment, Evaluation and Research, Department of Education.

DELIVERABLE 13

- c. Provide electronic reporting In the fall of each year of system and school progress resulting from analyses of tests administered in the summer, fall and spring of the previous school year. This reporting shall include the following:
 - (i.) System reports
 - (ii.) School reports
- 10. **DELIVERABLE 14:** The Contractor shall provide all data analysis to support and report all Annual Yearly Progress (AYP) calculations as mandated by the No Child Left Behind Act (NCLB) and the Tennessee Value-Added Assessment System (TVAAS) for the TCAP-ALT Portfolio Assessment. These services shall include the same detailed analysis and reporting as provided for the TCAP assessments.
- 4. Delete Attachment B in its entirety and insert the following as clause E.16:
 - E. 16. LIQUIDATED DAMAGES SCHEDULE. In the event of a Contractor Breach, an amount equal to one month of compensation will be withheld by the State as Liquidated Damages. All data analysis and reporting deliverable due dates are contingent upon receipt of clean, usable data from the state within mutually established timelines.
- 5. Delete Section C.1. Maximum Liability in its entirety and replace with the following:

Maximum Liability. In no event shall the maximum liability of the State under this Contract exceed Eight Million Five Hundred Thirty Thousand Nine Hundred Ninety-Nine Dollars and Thirty-two Cents (\$8,530,999.32). The Service Rates in Section C.3 shall constitute the entire compensation due the Contractor for the Service and all of the Contractor's obligations hereunder regardless of the difficulty, materials or equipment required. The Service Rates include, but are not limited to, all applicable taxes, fees, overheads, and all other direct and indirect costs incurred or to be incurred by the Contractor.

The Contractor is not entitled to be paid the maximum liability for any period under the Contract or any extensions of the Contract for work not requested by the State. The maximum liability represents available funds for payment to the Contractor and does not guarantee payment of any such funds to the Contractor under this Contract unless the State requests work and the Contractor performs said work. In which case, the Contractor shall be paid in accordance with the Service Rates detailed in Section C.3. The State is under no obligation to request work from the Contractor in any specific dollar amounts or to request any work at all from the Contractor during any period of this Contract.

6. Delete Section C.3. Payment Methodology in its entirety and replace with the following:

<u>Payment Methodology</u>. The Contractor shall be compensated based on the Service Rates herein for units of service authorized by the State in a total amount not to exceed the Contract Maximum Liability established in Section C.1. The Contractor's compensation shall be contingent upon the satisfactory completion of units of service or project milestones defined in Section A. The Contractor shall be compensated based upon the following Service Rates:

SERVICE UNIT/MILESTONE	AMOUNT	
Deliverable 1 TVAAS data analysis Due August each contract year	\$100,000.00/upon completion	
Deliverable 2 ACT analysis Due September each contract year	\$100,000.00/upon completion	
Deliverable 3 TVAAS Data integrity Due July each contract year	\$100,000.00/upon completion	
Deliverable 4 TVAAS Standard setting Due October each contract year	\$100,000.00/upon completion	
Deliverable 5 GRT/CDF reviews Due July each contract year	\$100,000.00/upon completion	
Deliverable 6 TVAAS Reporting Due November each contract year	\$190,000.00/upon completion	
Deliverable 7 TVAAS Projections Due August each contract year	\$120,000.00/upon completion	in La la parti
Deliverable 8 Web Delivery monthly	\$22,399.99/monthly	
Deliverable 9 Research As needed	\$164,425.00 / \$1,825 per day	
Deliverable 10 Report Card data Due October each contract year	No Charge	
Deliverable 11 AYP data analysis Due July each contract year	\$100,000/upon completion	
Deliverable 12 AYP data integrity check Due July each contract year	\$100,000/upon completion	
Deliverable 13 AYP reporting Due July each contract year	\$190,000.00/upon completion	
Deliverable 14 ALT portfolio data review Due August each contract year	\$11,000/upon completion	

The Contractor shall submit monthly invoices, in form and substance acceptable to the State with all of the necessary supporting documentation, prior to any payment. Such invoices shall be submitted for completed units of service or project milestones for the amount stipulated.

The other terms and conditions of this CONTRACT not amended hereby shall remain in full force and effect.

IN WITNESS WHEREOF:			
SAS INSTITUTE INC:			
Laurie Rebne, Consulting Busines	s Manager	Date	
DEPARTMENT OF EDUCATION:			
Lana C. Seivers, Commissioner		Date	
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M. D. Goetz, Jr., Commissioner		Date	
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Alloiment. Code	Gosi Center	Object Code	Fund	Grant Code	al Subgrant Colode	GPDA##	Amount
331.11	730	083	25	TK5	AAX	N/A	\$589,399.9
Fiscal Year	2006					·	
331.11	730	083	25	TK6	AAX	N/A	\$1,133,799.9
							
Fiscal Year	2007		· · · · · · · · · · · · · · · · · · ·				
331.11	730	083	25	TK7	AAX	N/A	\$1,133,799.9
						:	
Fiscal Year	2008						
331.11	730	083	25	TK8	AAX	. N/A	\$1,133,799.9
					· · · · · ·		
Fiscal Year	2009			- · · · · · · · · · · · · · · · · · · ·			
331.11	730	083	25	TK9	AAX	N/A	\$1,133,799.9
	•						
Fiscal Year	2010					2011 - 101 	
331.11	730	083	25	TK0	AAX	N/A	\$544,400.02
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			TOFAL				\$5,668,999.80

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06		133,799.96		-		OCR	RELEA	SED		\$1,133,799.96
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10	\$	566,899.98								\$566,899.98
Je John		568,999.80	\$0.0	00		\$0.00		\$0.00		\$5,668,999.80
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